



AMERICAN BATTLE MONUMENTS COMMISSION

Date: 3/26/2019

Beryl Lipton
MuckRock.com

FOIA Tracking #: 2019-06

Dear Ms. Lipton:

This letter concerns your Freedom of Information Act (FOIA) request dated 3/25/2019, and received in this Office on 3/26/2019, for records pertaining to FOIA staffing and budget. This response is made on behalf of the American Battle Monuments Commission.

Specifically, you requested:

“The following materials related to the funding, staffing, and activities of this FOIA office:

1. For the years 2017, 2018, and 2019, all budget materials or plans applicable to offices responsible for processing and response to FOIA requests and appeals...
2. For the years 2017 and 2018, staffing reports and plans, including the count of employee numbers and for offices responsible for processing and responses to FOIA requests and appeals...includes the total number of hours worked for FOIA personnel, that version is preferred. If reports are available for each month, that version is preferred....
3. According to this agency’s “About Us” website (<https://www.doi.gov/foia/About-Us>): ‘The Department has decentralized its FOIA operations among 13 bureaus and offices, each of which has a Bureau/Office FOIA Officer leading its separately managed and resourced FOIA Program....all staffing reports and plans for the year 2019. If reports are available for each month, such a version is preferred...’
4. Contact information, including email addresses and phone numbers (if available), for each FOIA officer currently tasked with an open public records request...
5. For the years 2017 and 2018, the designated category of each requester of a FOIA request to this office, including those assigned to the following categories:
 - commercial;
 - educational and noncommercial scientific institutions;
 - representative of news media requester;
 - all other requesters

If this information is kept in an aggregate form including the number of requesters by fee category by year, a copy of this report will suffice to fulfill this element of the request.

6. For the years 2017 and 2018, the number of fee waivers granted by this office and, if available, the tracking numbers for the FOIA requests to which waivers were granted.

7. For the years 2017 and 2018, any report capturing the following information:
 - total estimated processing and copy fees quoted to FOIA requesters
 - total processing and copy fees collected by this Bureau from each fee category

If this information is kept in an aggregate form, such as a FOIA log, that material would be sufficient to satisfy the bullet points “FOIA requester categories” and “FOIA fee collection” if it captures the following information:

- FOIA tracking number
- requester fee category
- amount processing and copy fees associated with the request
- the status of the requester’s payment for the request.”

Please be advised that a search has been conducted within the agency of paper and digital records. Regarding your request, as numbered above:

1. For the years 2017, and 2018, there are no records responsive to your request.
2. For the years 2017 and 2018, there are no records responsive to your request.
3. For staffing plans and reports for the Department of Interior, there are no records responsive to your request. Your request reached the American Battle Monuments Commission (ABMC), which is an independent Federal agency within the Executive Branch. More information regarding ABMC is available at: <https://www.abmc.gov/>. Regarding your request as pertains to ABMC: there are no records responsive to your request.
4. Contact information for ABMC FOIA staff is available online at: <https://www.abmc.gov/foia>, and <https://www.foia.gov>.
5. For the designated fee category portion of your request, there are no responsive records, as our FOIA tracking system does not track the designated category of each requester. Our FOIA Logs provide details about each request that will enable you to research this information. The 2017 and 2018 FOIA Logs are available online at: <https://www.abmc.gov/node/1005/foia-reading-room>.
6. For the number of fee waivers granted in years 2017 and 2018, there are no responsive records, as ABMC did not make fee determinations.
7. For the number of processing and copy fees in years 2017 and 2018, you may refer to our 2017 and 2018 FOIA Annual reports, available online at: <https://www.abmc.gov/foia/foia-reports>.

I have determined 88 pages are appropriate for release without excision and copies are enclosed.

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. See 5 U.S.C. 552(c) (2006 & Supp. IV 2010). This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication that excluded records do, or do not, exist.

You may contact our FOIA Public Liaison, Jennifer Li, for any further assistance and to discuss any aspect of your request at:

American Battle Monuments Commission
2300 Clarendon Blvd, Suite 500
Arlington, VA 22201
Telephone: (703) 696-6781
Email: lij@abmc.gov

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road, College Park, Maryland, 20740; email at ogis@nara.gov; telephone at (202)741-5770; toll-free at (877) 684-6448; or via facsimile at (202) 741-5769.

If you are not satisfied with the ABMC response to this request, you may administratively appeal by writing to the FOIA Officer, American Battle Monument Commission, 2300 Clarendon Blvd, Suite 500, Arlington, Virginia 22201, or you may submit an appeal through email, via: FOIA@abmc.gov. Your appeal must be postmarked or electronically transmitted within ninety days of the date of my response to your request. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "FOIA Appeal: 2019-06." If you submit your appeal by email, the subject line should state "FOIA Appeal: 2019-06."

Sincerely,

Beatriz Collazo
Records Officer
FOIA Assistant